

The St Patrick's Special School Bus Service operates daily and provides transport for students from home to school and return. It is a user-pay service (\$4 per trip) billed **annually**.

By requesting access to the service, you are aware of the following:

Parents/caregivers who elect to make use of the school bus service to transport their child to/from school are required to cooperate with and observe the following guideline:

Staffing

Two staff members are assigned to each bus on all before and after school bus services

- Bus driver
- Bus assistant

Neither the bus driver or assistant will leave the bus at any time, unless

- There is an emergency situation
- Students need support on or off the bus via the wheelchair access

Behaviour

- With appropriate support, students are expected to keep themselves and others safe while travelling on the bus
- In the event of unsafe or inappropriate behaviour |
- the bus assistant will inform the student's class teacher[s] on arrival at school and complete an incident report
- in liaison with the principal, the class teacher will consult with parents, where relevant, and other staff [e.g. Allied Health Team] to develop plans to support appropriate behaviours.
- where necessary other forms of transport to/from school may be explored. This may also include adapting the
- student's bus travel schedule to better suit his or her needs. In such circumstances, the school will liaise with
- parents to support the student in the development of appropriate behaviours
- If a student is highly elevated or unsettled throughout the day and, in collaboration with the Principal [or delegate],
- it is determined unsafe for the child to travel home on the bus, parents / caregivers will be called and asked to collect their child from school.

General

- Pick up and drop off times will be adhered to as much as reasonable but at times they may vary due to student absence, traffic and other unforeseen circumstances. Parents will be notified where possible.
- Parents to notify the school of any changes to their child's travelling arrangements. This should be done via the front office by phone or email.
- In the case of student illness or appointment, where a child is no longer required to be collected, parents are to contact the appropriate bus [via text] to notify them of this. It is appreciated that this message is sent before 7:30 am where possible.

- The school cannot guarantee a continuation of the bus service if the family moves house. The proximity of the new residence in relation to the current route would need to be considered.
- Due to the nature of scheduled services, parents/caregivers are expected to be punctual, as the bus can only wait for a maximum of 5 minutes before moving to the next pick-up/drop-off point. Students will not be left unsupervised at a drop-off point, and if parents/caregivers are not at home, the student will not disembark unless prior arrangements have been made.
- If there are insufficient spaces on the bus service, priority will be given to students with a full-time placement for the given service. This will be at the discretion of the principal [or delegate] in consultation with the parent/caregiver.
- Students commencing their schooling in the Junior Class will not be able to use the bus service until Semester 2 (Term 3) of their starting year.